

CBS Manager Meeting Minutes

Date: 4/28/05

Time: 1:00

Place: Census

Attendees:

Bob Bair (OFM)
Myrian Myer
Gordon Alston
Patricia Jackson
Bill Starr
Karen McBride
Teresa Coppelino (NIST)
Ted Wolfgang (NOAA)
Bill Holdsworth
Candi Myers
Jim Aikman (Census)
Gary Gilbertson
Avis Merkl
Rich Bitner
Keith Featherstone
Ghee Tara (EDA)

Key issues or topics addressed:

CSTARS/Central Contractor Registry (CCR):

Census

CCR phase II is planned to be in production June 24th
CSTARS is planned for production in July
IT Business Planning Rewrite – July/August
End-User Training – Completed by December

Action Item 1: Do a lessons learned with GCE and Bureaus to share Census experience working with GCE and getting CCR in production.

NIST

ORSI test instance set up
VPN with OCS set up
NIST is currently testing documents
CCR – Not doing matching process. Will bring up with ORSI, tentatively scheduled for July/August

NOAA

CCR – Reconciliation environment being prepared
Awaiting some CCR updates from CSC
GCE coming in mid/late May

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CSTARS – TIBCO server and environment are operating. Best case scenario is that they will be in production in June.

EDA

EDA is putting the code in production but will not turn it on.

Downstream Activities:

Trial – Release in July

Budget – Needed for FY 2006 budget execution input – Release in August

Maintenance Releases – June and August

Other Projects – See attached Status of CBS Projects that Patricia Jackson maintains.

E-Travel:

The CSC is working out issues with EDS and SystaLex. SystaLex has proposed 2 options:

- Option 1 – Program with APSI through TIBCO
- Option 2 – Program with out change to TIBCO

The CSC plans to complete work so the system can be in production in April 2006

CCR Disbursements: Planning for a September 2005 release

Web Migration Business Case: The group recommended Alternative 3. The CSC will be releasing the final study soon.

Budget Execution: The CSC is working on the detailed level design and will schedule a walkthrough soon.

June Maintenance Release: Most of the ARs will be for RAU

Technology Review: The CSC released a request for quote to do (1) an independent verification and validation of the Web Migration business case and (2) a review of the underlying Oracle code for CFS to assess its viability through 2012.

CSC Customer Survey – Next Steps: With regard to improving functional testing, the CSC will:

- Replicate environments
- Change testing tool – Migrating to Mercury
- Talk to SystaLex about more efficient utilization of scripts and resources to improve testing

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With regard to improving documentation, bureaus stated that they were interested in systems documentation, not end-user documentation. The CSC will:

- Improve release documentation
- Improve systems documentation
- Update data dictionary with each major software update

The CSC will coordinate a meeting to agree on data dictionary formats and link dictionary to screens and tables.

CBS Portal: NIST met with OS and plan to have a prototype in June

CSC's Level 1 AR process: Gordon Alston discussed the revised Level 1 AR Information Sheet. Bureaus were asked to review the document and provide comments.

Action Items

1. Do a lessons learned with GCE and Bureaus to share Census experience working with GCE and getting CCR in production. Patricia Jackson will take the lead.
2. Ghee Tara will ask Louse Mcglathery to send OBS budget deconstruction updates to Bill – DONE
3. The CSC will coordinate a meeting to agree on data dictionary formats and link dictionary to screens and tables. Patricia Jackson will take the lead.

Dates of Next CBS Manager Meetings will be:

June 9th – EDA

July 14th – NIST

August 11th – CSC

September 8th – Census

October 13th – NOAA